



Glenda Ritz, NBCT

Indiana Superintendent of Public Instruction

## MEMORANDUM

**TO:** Superintendents, Principals and Test Coordinators

**FROM:** Glenda Ritz, Superintendent of Public Instruction

**DATE:** April 30, 2013

**SUBJECT:** ISTEP+ Online Testing Update and Attached CTB Statement

Based upon continuous conversations between the IDOE and CTB, as well as CTB's confidence in their system, we have designed a plan to complete testing moving forward. **Our first goal is to ensure all students have an opportunity to complete testing.** We have given a great deal of thought to student, staff, and school perspectives, while maintaining the greatest amount of integrity with regard to the administration of this high-stakes test.

This memo includes data to date regarding test session completion, test session scheduling, testing window implications, test validity, and staff performance evaluation concerns.

### ***Test Session Completion***

Percent/number of completed test sessions as of the end of today:

Grade	Sessions Completed	% of Sessions Completed
3	74,028	22.29%
4	59,729	12.83%
5	63,708	13.30%
6	76,030	15.34%
7	70,912	14.51%
8	69,334	21.60%
<b>Total</b>	<b>413,741</b>	<b>16.3%</b>

### ***Scheduling Test Sessions***

To allow maximum local flexibility and meet recommendations from CTB with regard to load/memory capacity, **we are requesting that schools decrease the daily test load by approximately 50% within their daily planned testing schedule.** This may take a variety of forms in schools—for example, rather than testing two grade levels tomorrow, you may make arrangements to test one grade level. Or, if you are utilizing all available computers for testing, create a plan using only 50% of the devices. If it is determined that we can increase the daily test load beyond 50%, we will notify your Corporation Test Coordinator via email.

### ***Testing Window Implications***

At this time, we will maintain the current online testing window of April 29 – May 15, 2013. We realize that the daily load decrease by 50% may require us to extend the test window. We will monitor session completion and evaluate the need for additional test days. We will communicate frequently to keep you informed.

### ***Test Validity***

**CTB has assured us that they have numerous measures that ensure test accuracy and validity.** We are already in conversation with the CTB research scientists to determine the types of data analysis that will be necessary to ensure the validity and integrity of the assessment has not been compromised in any way. In the event that a test session would need to be invalidated, we will follow established protocol through communication with local schools and corporations.

**CTB has further assured us that despite the interruptions of the past two days all of the students' data has been saved.** Regardless of when the disruption took place during the test session, all previous responses will be visible when a student logs back into the test to complete the session.

CTB captures all data in real time regarding individual student testing disruptions. CTB and the IDOE will review data for all students that experienced interruptions to online testing. Local school corporations will be contacted if further information is needed. As always, for specific student situations, schools should document concerns and issues that occur during testing and contact the IDOE for guidance.

### ***School Accountability and Staff Performance Evaluation***

We are well aware that the results of this high-stakes test inform school accountability, as well as staff performance evaluation/compensation. After the testing is complete, the IDOE will be identifying any factors that may affect these areas and determine what action might be needed.

Attached, please find a statement from CTB. Please feel free to use pertinent information in this memorandum with your stakeholders. We will communicate with you tomorrow around 6:00 AM with any further updates. Please know that IDOE is doing everything possible to achieve our goal to complete ISTEP+ testing.